

Key CADDIS Terminology

This document contains key terms that are familiar to Regional Center staff and the corresponding term that is in CADDIS. These terms are listed in alphabetical order. Regional Centers may use this document as an aid in preparing Regional Center staff for the transition to CADDIS.

Key CADDIS Terminology

Regional Center Term	CADDIS Term	Definition
Corrective Action Plan	Corrective Plan	Quality Assurance Corrective Action Plans are called Corrective Plans in CADDIS.
Intake	Screening	A Consumer intake is a screening record in CADDIS.
IPP/IFSP	Service Plans	IPP/IFSP plans are called Service Plans in CADDIS. Service Plans will be created from service plan types that can be named IPP or IFSP.
Operations Vendor	Operations Invoicing	This term in the fiscal functionality refers to invoicing entities who do not provide services to Consumers but provide services to Regional Centers.
POS	Provider Authorization	Purchase of services is termed Provider Authorizations in CADDIS.
Rates	Provider Rates/Accommodation Rates	<p>Provider rates are defined by the individual Regional Centers and can be viewed, but not edited, or applied by other Regional Centers. Provider rates will predominantly be named and identified by the service code and/or the Provider program for the rate.</p> <p>Accommodation rates are used to refer to a special rate that is identified with the contract and is specific to one Consumer for that contract only. The purpose is to allow a "Consumer specific" rate that cannot be re-used across Provider programs and/or across Regional Centers.</p>
Service Code	Procedure Code	Procedure code is used to describe the definition of multiple external code sets that must be used for invoicing, billing, claiming, or reporting purposes. Service codes are mapped to one or more procedure codes during set up. Users can use codes that they are familiar with and can group and report on services in ways that are required for claiming, billing, and reporting to external agencies.
Service Coordinator	Primary Staff	Whenever a screen is calling for the Service Coordinator, it uses the term Primary Staff. The Primary Staff lookup searches for employees who were entered on the Service Provider screen for filtering purposes.

Service Sub-code	Service Code	Service code is used to describe the definition of a set of codes with descriptive names that describe all of the services provided by the Regional Center. These service codes allow users to set up a system for coding services by using the names and categories with which staff are most familiar.
SMA Rates	Global Schedule	Global rates will be defined in a single schedule that indicates the normal rates that should apply to a service code globally across the system. This means for all services across all Providers, in all Regional Centers. Not all service codes will have a global rate, but if a global rate is defined, it should apply to all services in the system. Global schedules only apply to the Provider programs they are attached to through rate agreements.
Special Incident Report	Incident Report	Special Incident Reports are called Incident Reports in CADDIS.
TCM Notes	Case Notes	TCM Notes are called Case Notes in CADDIS.
Turn around invoice	Provider invoice	Turn around invoices are defined as Provider invoices in CADDIS.
Vendor	Provider Organization	Providers are external entities who provide services to Consumers. In CADDIS, the Provider is structured by organization, location, program and staff. A Provider organization describes the corporate or umbrella organization that manages multiple Provider locations, programs and staff.
	Provider Location	Provider location is the second level in the Provider hierarchy of CADDIS. Provider location describes information related to a physical location or attributes of the Provider. A Provider organization can have multiple Provider locations.
	Provider Program	A Provider program is at the base of the Provider hierarchy. This record contains the services that are provided for Consumers. There can be multiple Provider programs for each Provider location.
	Liaison	The liaison is the Regional Center person responsible for the Provider program, quality assurance event, provider application, etc. Sometimes, these are designated as primary and alternate liaisons in CADDIS.
Vendor Employee	Provider Staff	These are staff or consultants who are associated with Provider programs.

<p>Vendoring Regional Center</p>	<p>Managed By Regional Center</p>	<p>The managed by Regional Center is the Regional Center that creates the Provider record in CADDIS. The managed by Regional Center also manages relations with the Provider program. Regardless of how many Regional Centers refer their consumers to this Provider for services, only one Regional Center has primary responsibility for managing the Provider. This responsibility includes assisting the Provider through the application and approval process and conducting mandatory and supplemental Quality Assurance activities to monitor the Provider's performance.</p>
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